

Every time your child advances in school or participates in a new activity, they are brought under the authority of a new adult. It is important for that adult to understand and be prepared for the challenges ADHD might create for your child in this new environment. Use the following template to create a letter of introduction for your child. I encourage you to let your child help this letter or, if they are old enough, let them write the letter themselves.

<p><b>Introduction</b></p> <ul style="list-style-type: none"> <li>• Introduce your child</li> <li>• Briefly describe child's personality</li> <li>• Appreciation for reading letter</li> </ul>	<p>Hello! Silas is enrolled in your (class/program/event). He is kind and creative and loves making new friends. I appreciate you taking the time to read this letter and learn a bit more about him.</p>
<p><b>Diagnostic data</b></p> <ul style="list-style-type: none"> <li>• Diagnosis</li> <li>• Possible difficulties that might be encountered</li> </ul>	<p>Silas has been diagnosed with ADHD. In case you are not familiar, ADHD is a developmental disorder that creates a self-regulation deficit. This means that even though Silas is an intelligent 12 year old, in certain situations he may act and react as a younger student might. We see this more when he is disappointed or transitioning from one activity to another. This difficulty in transitioning can also look like he is not listening to instructions. You may also notice that some days will be better than others. This inconsistency is a hallmark of ADHD and not intentional on Silas's part.</p>
<p><b>Effective Strategies</b> What works at home and in other environments</p>	<p>Silas can have trouble stopping activities that are fun for him quickly. A transition strategy that works well is to direct him to "find a place to stop" and then give his brain a minute or two to transition. You know Silas is ready to listen when his hands are still, and he is looking at you. If you are addressing a crowd, it is best to stand close to Silas. Using this strategy helps Silas follow instructions very well.</p> <p>Silas is child that needs encouragement when learning a new skill. He feels embarrassed if he isn't "good" right away. Please reinforce that everyone needs practice to get "good" at something.</p>
<p><b>Strengths</b></p> <ul style="list-style-type: none"> <li>• Describe your child's strengths</li> <li>• Offer ideas how to use them</li> </ul>	<p>Silas is also a great helper and loves to volunteer. If he gets a little restless, asking him to do a small task for you might be just the mental break he needs.</p>
<p><b>Interests</b> Describe your child's interests</p>	<p>Silas is interested in your (class/program/event) because he heard you have a lizard! He is also interested in art, music, his dog Jet, and the Texas Rangers! He is always ready to talk about these kinds of things!</p>
<p><b>Contact Information</b></p>	<p>Thank you again for taking the time to learn more about Silas. If you have any questions or have any issues at all, please contact me right away at 555-1234 or mom@email.com.</p>